

**POLSON RURAL FIRE DISTRICT  
PUBLIC HEARING FY 2016-2017 BUDGET  
AND  
SPECIAL MEETING  
BOARD MEETING MINUTES**

**Fairgrounds Fire Station No. 1**

**September 8, 2016**

**5:30 p.m.**

Notice: All meetings for the Polson Rural Fire District Board of Trustees are recorded.

**Board trustee members present:** R. Jack Clapp, Ron Roberts, Jack Konitz, Fred Nelson, John Doty.  
**Board trustee member absent:** None  
**Staff:** Fire Chief Paul Laisy, Finance Officer Bonnie M. Manicke.  
**Guests/Visitors:** Lake County Budget and Finance Director Scott Beggs, Lee Manicke, Dick Wunderlich, Ray Winn, Alison Meslin, Leanna Fillman, Freeman Robinson, Tom Eddy, Elsa Duford, Jerry Peterson, Michael Hingiss, Matt Dougherty.

**Chair Clapp opened the meeting with the Pledge of Allegiance at 5:32 p.m. {00:14}.**

**SPECIAL MEETING AGENDA {00:32}** – Chair Clapp introduced the meeting. The sole purpose of the meeting is to consider adopting the budget beginning with a public comment session in which members of the public are invited to offer their comments on the proposed budget which has been available at the office of the Lake County Clerk and Recorder for the past eight days. The public comment session is open for comment.

Alison Meslin reviewed the prior year budget to make better plans or correct things that went wrong. Alison refreshed the trustees on **MCA 7-6-4005. Expenditures limited to appropriations.**

(1) Local government officials may not make a disbursement or an expenditure or incur an obligation in excess of the total appropriations for a fund.

(2) A local government official who violates subsection is liable for the amount of the excess disbursement, expenditure, or obligation personally.

Last August the voted budget was \$141,550 which matched the tax revenue coming in. During the year a transfer from the voted levy fund \$97,000 over and above the budget and miscellaneous deposits \$89,000 Those two amounts \$186,000 were spent on different items. Those items didn't have a budget amendment. The one budget amendment in February of \$25,000 but because it wasn't advertised ~~budgeted~~ properly it wasn't a legitimate budget amendment. Since \$186,000 went through and not appropriated last year that the board should take in consideration all the anticipated expenditures in the budget preparation so that you don't have to have on going budget amendments. If and when you do they are noted properly. Chair Clapp thanked Alison for her time.

Mr. Eddy noted the proposed budget with \$117,000+ in revenue and \$198,000+ in expenditures noting the budget is not balanced. Chair Clapp thanked Tom for his time.

Dick Wunderlich Visitor New Big Arm resident noted last year the budget was broken out by stations. This year the expenses are not listed by station. Perhaps the information is not available at this time and is still being worked on. Chair Clapp thanked the visitor for his time.

Alison Meslin part of the fund #7245 budget takes into consideration the cash balance July 1 \$28,000. Alison could not identify where the \$28,000 was coming from. Going through the minutes

in May the board approved the purchase of the compressor \$14,500 and \$2,000 for installation on the condition Polson City pay \$10,000. May 12 a check was written to Demountable Concepts \$14,500. May 24 \$16,500 was transferred from the voted levy fund 7244 to 7245 operational budget. However there was no approval for the board to do that and no budget amendment. So then on 6-28 the Polson city paid the \$10,000. So what I can tell the \$10,000 is setting in the cash balance. When I think the \$10,000 taken out of the voted levy should have gone back to the voted levy. So I think the cash balance at the beginning of the year is overstated by \$10,000. Chair Clapp thanked Alison for her time.

Captain Hoel last year was unique for the Polson Rural Fire District. A lot of expenses were incurred to get the department operational. As far as myself and the volunteers we appreciate what you have done to be sure we are safe and do what we do. Chair Clapp thanked Capt. Hoel for his time.

Matt Dougherty we are able to respond in a timely manner and the fact we usually have 15 people to respond to emergencies no matter where it is. We have 180 square miles of territory to cover. We do a pretty good job. Plus the fact part of our expenses involve added volunteers from 16 to 36, a 225 percent increase in personnel to provide the appropriate gear so they don't get injured. My tax bill reflects \$7.00 per year for fire protection is pretty cheap insurance that this area has provided. Chair Clapp thanked Matt for his time.

Trustee Nelson commented we may have not done things accordingly. The money moved out of 7244 can be used in accordance of the voted ballot language. Scott clarified the use of funds are for the purchase of fixed assets, building, land, apparatus, and safety equipment. Scott recommended when the expenses are incurred they are paid from fund #7244. Last year they were paid out of fund 7245 and then a transfer to cover those costs. Scott suggested the expenses recognized in fund 7244. A portion of the 7244 funds should be transferred to the capital improvement fund. If the fund is budgeted to receive tax revenue, the budgeted cash reserve amount cannot exceed 1/3 of the appropriations. The fund cannot be used to accumulate resources above that threshold. Funds in excess of the threshold can and should be transferred to a capital improvement fund. The expenditures are in \$5,000 increments with a life expectancy of 5 years or more. The turnout gear would not qualify as a capital improvement expenditure. The expenses are paid from a single bank account that all funds are drawn on which is maintained with the Lake County Treasurer.

Mr. Eddy asked if the board is going to address any of the comments made? Chair Clapp indicated the board is taking into account public comment. If the board wishes to alter anything or address any further comment that is up to the board. At this point, this board is simply taking into consideration the public comment. Individual board members or the board collectively together can determine what should be given.

Alison Meslin does the board have a capital improvement plan as required by MCA 7-6-616? Chair Clapp thanked Alison for her time.

Dick Wunderlich ~~Visitor~~ If you make changes will it be available to the public? Chair Clapp indicated if changes are made it will be made in front of the public.

No additional comments were made.

Chair Clapp called for closure of the public hearing.

Public hearing closed at 5:42 p.m.

## SPECIAL BOARD MEETING

Chair Clapp opened the special board meeting {12:43} – The board can consider, discuss, or otherwise act upon, amend, or do whatever which is before them. It is understood the budget was available at the county, and to the board which is before them. The budget was worked out by the budget committee for the FY 2016-2017. Is there any further discussion by members of the board? Trustee Nelson asked Chief Laisy if the budget has any fluff. Board member Fred Nelson no. There is no fluff in it. This is what we estimate it is going to continue to cost to operate the fire district. The larger items structure turnouts is an estimate of the cost to replace those as they expire every ten years. Money could be taken out for the turnouts and cut the budget, but that is going to catch up in future years and the cost will increase each year. The SCBA supplies at \$11,000 is very bare bones. The situation we have is not to replace the breathing apparatus itself which is quite old; but the cost of the tanks which are serviceable for a five year period then can be tested and then serviceable for the next five years at which time they need to be disposed of. The law does not allow them to be refilled. So the cost of that is something that can be put off, but basically the situation will indicate breathing apparatus tanks will not be available. There is some cost for testing the equipment each year. The annual test for the compressor is approximately \$1,200. Trustee Nelson asked if the budget guarantees same day service? Chief Laisy replied yes sir we will. Our response time has been cut in half for most of the calls we are receiving from when we were a combined city and rural department which is a big plus. The department is responding on an average of 15 people which is also a big plus from the previous five or six or three that they had in the past. Chair Clapp introduced to the board members a resolution to adopt the budget as set forth by the budget committee and the chief. If anyone wishes to propose any change to the budget, certainly now is the time to do that or any additional questions by board members. The board is requested to read the resolution and then if someone wishes to make a motion to adopt the resolution. Trustee Doty is wondering about some of the concerns of the public. Do we want to try to address that? Chair Clapp indicated there were not any particular questions addressed to tonight's budget or the budget amount proposed and that is certainly what we are here for. During the public comment session there were concerns about plans, and whether last year's funding was done appropriately; but there were not any questions on line items or how the budget was set forth. At a regular meeting, we will have agenda items to address some of the specific issues. The meeting tonight is somewhat constrained to discussing and approving the budget for fiscal year 2016-2017. This is a meeting for that general purpose; not a general meeting to address other issues. Trustee Nelson requested additional confirmation from Scott. If the building loan payment and command vehicle can be paid from fund #7244. Scott replied yes the payments can be paid from fund #7244. In the past, the payment should not have been budgeted in the operating fund. Trustee Roberts noted during the budget, Lake County Finance Officer Scott Beggs assisted with budget numbers and appropriate accounting. Scott also indicated delinquent real property taxes are a budget concern along with property that has not been assessed. Trustee Konitz requested the fuel and diesel budget line item addressed. Trustee Nelson replied last year the DNRC fuel reimbursement was not put back into the fuel line item. This year the DNRC payment for fuel will be applied to the line item. **Trustee Konitz motion the Polson Rural Fire Board Trustees adopt FY 2016-2017 proposed budget which has been available to the public and set forth tonight in furtherance of that we adopt Resolution #2016-01 as the formal resolution. Trustee Roberts second. VOTE: Unanimous Motion passed.**

Chair Clapp summarized the order of business. Therefore Resolution 2016-01 will be signed as set forth adopting a budget and the clerk will file it. The business of tonight's meeting having been accomplished. (Addendum Resolution 2016-01)

Entertain a motion to adjourn.

**Trustee Nelson motion to adjourn. Trustee Konitz second. VOTE: Unanimous Motion passed.**

**Adjourn 5:53 p.m.**

  
R. Jack Clapp, Chair  
Jack Konitz, Secretary-Treasurer  
Bonnie M. Manicke, Recorder

## Resolution #2016-01 Polson Rural District

A RESOLUTION TO ADOPT A BUDGET FOR THE POLSON RURAL FIRE DISTRICT, POLSON, MONTANA FOR THE FISCAL YEAR 2016-2017.

WHEREAS, pursuant to MCA section 7-6-4020, et seq. the Polson Rural Fire District, held a public hearing on the proposed preliminary budget, on Thursday, September 8, 2016, as required by law.

WHEREAS, pursuant to MCA section 7-6-4030 the Polson Rural Fire Board has finalized its fiscal year 2016-17 budget on Thursday, September 8, 2016 after the public hearing held earlier that same day.

NOW THEREFORE BE IT RESOLVED by the Polson Rural Fire Board;

- 1) that the final budget be approved and adopted, and that passage of this resolution authorizes appropriations to defray the expenses of liabilities for the 2016-2017 fiscal year in accordance with items set forth in the final budget, and
- 2) that pursuant to Sections 7-6-4031 and 7-6-4012, the Polson Rural Fire Chief and Board Secretary are hereby authorized throughout the budget period to transfer appropriations between items within the same fund.

The effective date of this resolution shall be July 1, 2016.

Passed and approved on this 8th day of September 2016.

  
R. Jack Clapp, Polson Rural Fire Board, Chair  
Jack Konitz, Polson Rural Fire Board, Secy/Treas

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Polson Rural Fire District

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AGENDA

Polson Rural Fire District Trustee Special Meeting

Thursday, September 8, 2016 at 5:30 p.m. Station #1 (Fairgrounds)

Trustee Meeting is to include public comment on proposed budget for upcoming fiscal year followed immediately by special board meeting: discuss/approve proposed budget and present resolution of the same!

Adjourn:

\*\*All residents of the Polson Rural Fire District and interested general public are encouraged to attend. Resident's questions and ideas help to keep the trustees informed and assist them in formulating their decisions. Any member of the public wishing to submit items for Board review/consideration needs to submit them to the Board Clerk at least ten (10) days in advance of the meeting. For a full text of approved minutes and the agenda